COMMISSION MEETING MINUTES March 13, 2018

The Board of Davis County Commissioners met on March 13, 2018 at 10:00 AM in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner James E. Smith - Chair, Commissioner P. Bret Millburn, Commissioner Randy B. Elliott, Clerk/Auditor Curtis Koch, Chief Civil Deputy County Attorney Neal Geddes and Deputy Clerk/Auditor Shairise Bills.

Agenda as posted

Agenda as posted:

PUBLIC NOTICE is hereby given that the Board of Davis County Commissioners, Farmington, Utah, will hold a Commission Meeting at the Davis County Administration Building, 61 South Main Street, Suite 303, Farmington, Utah, commencing at **10:00 AM on Tuesday, March 13, 2018.**

OPENING:

Pledge of Allegiance - By Invitation

RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS:

- Certificate of Achievement for Excellence in Financial Reporting Fiscal Year Ended Dec. 31, 2016
- Notice of Intent to Engage in Contract Negotiations with:
 - Victus Advisors, LLC Feasibility Study and Analysis of a Proposed Multipurpose Event Venue, Existing Programming and Future Venue Options for Davis County
 - o England Construction Mill Creek Sediment Basin Concrete Floor Project

BUSINESS/ACTION:

Dax Teuscher, Davis County Purchasing Manager, presenting:

Agreement with US Bank – County Credit Card Program (OneCard) (n/a)

Mike Moake, Davis County Legacy Events Center Marketing, presenting:

Agreement with First BJJ Academy, LLC – space rental for a Jujitsu Tournament (receivable)

Agreement with REVV – parking lot rental for course driving (receivable)

Agreement with Valor Academy of Martial Arts, LLC – space rental for a regional karate tournament (receivable)

Agreement with Nationwide Expos – space rental for a home and garden expo (receivable)

Agreement with Pickers Club, LLC – space rental for artisan vintage expo (receivable)

Agreement with Porsche Club – parking lot rental for timed car course driving (receivable)

Agreement with USU Extension – space rental for 4H Horse Program in May (n/a)

Agreement with USU Extension – space rental for 4H Horse Program in June (n/a)

Agreement with Utah Winter Faire, LLP – space rental for a Renaissance Fair (receivable)

Dave Hansen, Davis County Legacy Events Center Director, presenting:

Summary list of low-dollar, low-risk agreements (17) at the Legacy Events Center (receivables)

Shawn Beus, Davis County Economic Development Manager, presenting:

Memo of Understanding with the Redevelopment Agency of Layton City – contribute funds to locate a new R.C. Willey Home Furnishing store (payable)

Agreement with Utah Duck Unlimited – space rental for a fundraiser (privately hosted) (receivable)

Jeff Oyler, Davis County Planning Manager, presenting:

Resolution appointing members of the Davis Conservation District Board to serve as the Agriculture Protection Area Advisory Board

Rhett Nicks, Davis County Animal Care & Control Director, presenting:

Summary list of animal adoption agreements (42) for the month of February 2018 (receivables)

Brian Hatch, Davis County Health Department Director, presenting:

Grant award from State of Utah, Dept. of Environmental Quality – funding to educate and promote awareness on the proper disposal of used oil (receivable)

Agreement with A Caring Hand Home Care – provide for direct purchase of needed in-home services (payable)

Agreement with Utah Dept. of Health – provide review and recommendations to create the MDRO Plan (Multi-Drug Resistant Organism Disease) and revise the Healthcare Associated Infection Outbreak Plan (receivable)

Agreement with Utah Dept. of Health – funding to provide testing, partner services and disease investigation for HIV prevention (receivable)

Chris Sanford, Davis County Library Director, presenting:

Agreement with American Window Tinting, Inc. – install solar control film on upper-story windows at the Headquarters Library (payable)

Summary list of low-dollar (15) agreements for the Library (payables)

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presenting:

Agreement with Cummins, Inc. – preventative maintenance for the generator (and/or fire pump engine) (payable)

Mack McDonald, Davis County Facilities Director, presenting:

Amendment with System Service Specialists, Inc. – fire alarm and related services; updating contract language and exhibits (payable)

Agreement with Bear Iron Welding & Manufacturing – install a stainless steel handrail for the west entrance stairs at the Administration Building (payable)

Tony Thompson, Davis County Property Manager, presenting:

Right of Way Contract & Special Warranty Deed with Utah Dept. of Transportation – finalize the sale of surplus property, part of Tax ID 12-032-0037 (200 S. drain & 3000 W., West Point) (receivable)

Heidi Voordeckers, Chief Deputy of Audit & Finance, presenting:

Agreement with Tyler Technologies – licensing and implementation of Integrated Finance and Human Resources ERP (payable)

BOARD OF EQUALIZATION:

Property Tax Register

CONSENT ITEMS:

- Check Registers
- Meeting Minutes: February 20 & 27, 2018
- Personnel Register

Basic Training Reimbursement Agreements:

- Daniel E. Christensen Peace Officer
- Dane W. Hanson Correctional Officer
- Brian S. Larsen Correctional Officer
- Jonathan S. Paskett Correctional Officer
- Dallas M. Peters Correctional Officer
- Wyatt S. Shapiro Correctional Officer
- Benjamin W. Thorson Correctional Officer

COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Pursuant to the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Davis County Commission Office, at 801-451-3200 prior to the meeting.

Pledge of Allegiance

Shawn Beus, Community and Economic Development of Davis County, led the Pledge of Allegiance. All in attendance were invited to stand and join.

Certificate of Achievement

Recognition was given to the Davis County Clerk/Auditor office as recipients of the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the fiscal year ending Dec. 31, 2016. The Clerk/Auditor's office has received this honor for the last 24 consecutive years. Recognized as part of that team were Dax Teuscher, Doug Stone, Tawnya Corbridge, Kimberley

Sedgewic, and Heidi Voordeckers. The Commissioners congratulated them for their efforts and expressed their sincerest appreciation for the achievement.

Notice of intent to engage in contract negotiations

- Dax Teuscher, Davis County Purchasing Manager, presented the following Notices of Intent to Engage in Contract Negotiations:
 - Victus Adivsors, LLC- Feasibility Study and Analysis of a Proposed Multipurpose Event Venue,
 Existing and Programming and Future Venue Options for Davis County
 - o England Construction Mill Creek Sediment Basin Concrete Floor Project

Agreement #2018-88 US Bank County Credit Card Program Dax Teuscher, Davis County Purchasing Manager, presented agreement #2018-88 with US Bank for the County Credit Card Program (OneCard). It was intended to utilize some rebates available to the County. Currently, approximately 175 employees have County credit cards. The rebates are based on monthly spending limits. There is a shared annual rebate available which makes this contract more competitive and there would be no cost to the County. There were additional incentives being considered that may also be available. The contracted period was April 16, 2018- Dec. 31, 2018.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Mike Moake, Davis County Legacy Events Center Marketing, presented the following agreements:

Agreement #2018-89 First BJJ Academy LLC Jujitsu Tournament Agreement #2018-89 with First BJJ Academy, LLC for space rental for a Jujitsu Tournament. It will bring people from all over the state. The receivable was approved in the amount of \$1,170.00 and contracted from May 25, 2018- May 26, 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-90 REVV Course Driving Agreement #2018-90 with REVV for parking lot rental for course driving. This event will draw people from Idaho and Utah to the facility on Sunday when it is otherwise unused. The receivable was approved in the amount of \$2,000.00 and contracted from June 6, 2018- June 7, 2018. Public works has confirmed that there will be no unusual wear and tear on the parking lot.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-91 Valor Academy of Martial Arts Karate tournament Agreement #2018-91 with Valor Academy of Martial Arts, LLC for space rental for a regional karate tournament. The receivable was approved in the amount of \$1,415.00 and contracted from Sept. 28, 2018-Sept. 29, 2018

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-92 nationwide Expos home and garden Agreement #2018-92 with Nationwide Expos for space rental for a home and garden expo and will be a weekend event. The receivable was approved in the amount of \$3,680.00 and contracted from Oct. 3, 2018-Oct. 6, 2018.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-93 Pickers club artisan vintage expo Agreement #2018-93 with Pickers Club, LLC for space rental for an artisan vintage expo in July. The receivable was approved in the amount of \$4,920.00 and contracted from July 25, 2018- July 29, 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-94 Porsche club course driving Agreement #2018-94 with the Porsche Club for a parking lot rental for timed car course driving to be held on several Sundays during March, June, and October. The receivable was approved in the amount of \$2,700.00 and contracted from March 18, 2018- October 7, 2018

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-95 USU Ext. 4H program in May Agreement #2018-95 with USU Extension for space rental for 4H Horse Program in May. The contract period is May 22, 2018- July 16, 2018

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-96 USU Ext. 4H program in June Agreement #2018-96 with USU Extension for space rental for 4H Horse Program in June. The contract period is for one day on June 16, 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-97 Winter Faire Renaissance Fair Agreement #2018-97 with Utah Winter Faire, LLP for space rental for a Renaissance Fair. The receivable was approved in the amount in the amount of \$6,338.00 and contracted from Nov. 28, 2018- Dec 3, 2018.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-98 UT Duck fundraiser Agreement #2018-98 with Utah Duck Unlimited for a space rental for a privately hosted fundraiser where alcohol will be served and security will be present. The receivable was approved in the amount of \$1,900.00 and contracted for one day on June 2, 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Summary List #2018-99 Summary list of 17 low \$ agreements Dave Hansen, Davis County Legacy Events Center Director, presented Summary List #2018-99; 17 Low dollar low-risk agreements at the Legacy Events Center, half of which are multiple day shows resulting in people coming from out of town.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

MOU #2018-100 Redevelopme nt Agency of Layton to locate a new RW Willey Store Shawn Beus, Davis County Economic Development Manager, presented Memo of Understanding (MOU) #2018-100 with the Redevelopment Agency of Layton City to contribute funds to locate a new R.C. Willey Home Furnishing store. This type of contribution was noted as a rarity. This has not been funded out of the 2018 budget. There will need to be a budget amendment upon approval of this MOU. A portion of the MOU was read and the County 303 analysis (UCA 17-50-303) was referenced. This MOU was to prevent R.C. Willey from going outside of Davis County and will contribute substantially to the financial position of Davis County through creation of jobs, sales tax, and property tax gain of \$3.2 million over the next 20 years. It will be located off of Antelope Drive and I-15, on the border of Clearfield and Layton. The payable was approved in the amount of \$300,000.00 to be paid to Layton City RDA and contracted from Dec. 19, 2017-Dec. 31, 2017. The contribution of funds would need to be made within 90 days of the approval of this MOU; however Layton City will hold the funds until the store is completed and opened. In the event the store doesn't open, those funds will be returned to the County with interest. Commission agreed to the uniqueness of this MOU and the value it would bring to the County.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

The question was asked by Commissioner Smith whether he can just motion since the MOU cost is not already in the budget for 2018. Neal Geddes advised that technically the motion would be subject to a proper budget amendment. Commissioner Millburn motioned for the budget amendment. Commissioner Elliott seconded the motion. All voted aye on the modified motion.

Resolution #2018-101 appointment of board members Shawn Beus, Davis County Economic Development Manager, presented Resolution #2018-101 to appoint the following members of the Davis Conservation District Board to serve as the Agriculture Protection Area Advisory Board: Rulon Fowers, DeVan Pack, Tyson Roberts, Nile Carlson, and Kyle Jacobson. It is anticipated the planning commission will also nominate one or two additional members to sit on the Agricultural Protection Area Advisory Board.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Summary List #2018-102 Summary list of 42 adoption agreements Rhett Nicks, Davis County Animal Care & Control Director, presented Summary List #2018-102, a List of 42 animal adoption agreements for the month of February 2018.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Commissioner Millburn expressed his appreciation for Rhett's participation in and impact on matters on Capitol Hill.

Brian Hatch, Davis County Health Department Director, presented the following:

Grant award #2018-103 State of UT Environmental Quality disposal of used oil

Agreement #2018-104 Caring Hand Home Care in home services

Agreement #2018-105 Dept. of Health MDRO Plan

Agreement #2018-106 UT Dept. of Health HIV prevention

Agreement #2018-107 American Window tinting at Library HQ

Summary List #2018-108 Summary list of 15 low \$ agreements

Agreement #2018-109 Cummins, Inc. preventative maintenance of the generator

Amendment #2017-520A System Service Specialists, Inc. Grant award #2018-103 from the State of Utah, Dept. of Environmental Quality for funding to educate and promote awareness on the proper disposal of used oil. The receivable was approved in the amount of \$978.00 and contracted from February 22, 2018- Dec. 31, 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-104 with A Caring Hand Home Care to provide for direct purchase of needed inhome services. The payable amount was dependent upon billed services and contracted from July 1, 2017-June 30, 2019.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-105 with Utah Dept. of Health to provide review and recommendations to create the Multi-Drug Resistant Organism Disease (MDRO) Plan and revise the Healthcare Associated Infection Outbreak Plan. The receivable was approved in the amount of \$5,000.00 and contracted from August 1, 2017- July 31, 2018. Commissioner Smith expressed his appreciation for the work that the department does for the community.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-106 with Utah Dept. of Health for funding to provide testing, partner services and disease investigation for HIV prevention. The receivable was approved in the amount of \$11,500.00 and contracted from Jan.1, 2018- Dec. 31, 2022.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Commissioner Millburn questioned the status of cases being reported. It was answered that the majority of cases are coming from people moving here that are already afflicted with the disease. Brian suggested that people have become complacent dealing with the disease because so many people are living with it now and it is more treatable now. There was discussion on the trends of what the issues are with HIV and any other communicable diseases that are threatening the health and well-being of the public.

Chris Sanford, Davis County Library Director, presented the following agreements:

Agreement #2018-107 with American Window Tinting, Inc. to install solar control film on the upper-story windows at the Headquarters Library. The payable was approved in the amount of \$3,600.00 and contracted from Feb. 20, 2018- May 20, 2018.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Summary List #2018-108, was a list of 15 low-dollar agreements for the Library. The majority of them were for programming efforts for either Beyond Books or the Summer Reading Program. Several of the standout programs on the list were highlighted.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presented agreement #2018-109 with Cummins, Inc. for preventative maintenance for the generator (and/or fire pump engine). He indicated this is not for a fire pump and was unsure how that got into the contract. The payable was approved in the amount of \$3,678.38 and contracted from March 1, 2018- Feb. 28, 2019.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Mack McDonald, Davis County Facilities Director, presented the following:

Amendment #2017-520A with System Service Specialists, Inc. for fire alarm, fire monitoring and related services. This is an update to the contract language and exhibits. The payable was approved in the amount of \$9,500.00 and contracted from Dec. 1, 2017- Dec. 31, 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Agreement #2018-110 Bear Iron Welding

Agreement #2018-110 with Bear Iron Welding & Manufacturing to install a stainless steel handrail for the west entrance stairs of the Administration Building. The payable was approved in the amount of \$5,500.00 and contracted from Feb. 27, 2018- May 31, 2018.

Right of Way Contract #2018-2-A special warranty deed Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Tony Thompson, Davis County Property Manager, presented Right of Way Contract #2018-2-A & Special Warranty Deed with Utah Dept. of Transportation to finalize the sale of surplus property, part of Tax ID 12-032-0037 located at 200 S. & 3000 W., West Point. This was for the extension of I93. They asked to acquire 250 sq. ft. at \$3.00/ sq. ft. The total receivable amount approved was \$750.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Commission gave thanks to Tony for all the work that was done on this project and expressed their appreciation.

Agreement #2018-111 Tyler Tech Finance and HR ERP

Heidi Voordeckers, Davis County Chief Deputy of Audit & Finance, presented agreement #2018-111 with Tyler Technologies for procurement of an Enterprise Resource Planning (ERP) system for licensing and implementation of Integrated Finance and Human Resources management. The planning for this procurement has taken almost a year and many of the needs for the County were assessed and went into the final decision for this purchase. This payable was approved in the amount of \$1,174,848.00 as a one-time cost and ongoing annual maintenance costs of \$92,291.00 beginning 2019. The contract would begin March 13, 2018. This will be implemented in 4 phases over 18 months and the costs are payable incrementally at the onset of each phase. Commission expressed their excitement for this purchase and praised the research and planning that went into this decision and the benefit it will be to the County as it grows as well as the challenges that will come.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

BOE

Commissioner Millburn made a motion to recess to the Board of Equalization. Commissioner Elliott seconded the motion. All voted ave.

Property Tax Register approved

Curtis Koch presented the Property Tax Register that reflected 5 veteran tax exemptions for 2017 under Auditor adjustments. Under the Treasurer adjustments, there were various small dollar write offs totaling \$2.42 for February 2018.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Clerk/Auditor.

Reconvened

Commissioner Elliott made a motion to reconvene Commission Meeting. Commissioner Millburn seconded the motion. All voted aye.

Check registers approved

Check registers as prepared by the Davis County Clerk/Auditor were approved with a motion by Commissioner Elliott. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Clerk/Auditor.

Commission meeting minutes approved

Commissioner Elliott made a motion to approve Commission Meeting minutes for February 20 & 27, 2018. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Clerk/Auditor.

Personnel registers approved

Commissioner Millburn made a motion to approval the personnel register. Commissioner Elliott seconded the motion. All voted aye.

Agreement #2018-112 Daniel E Christensen The Personnel Registers include Basic Training Reimbursement Agreements for the following:

Agreement #2018-112 with Daniel E. Christensen – Peace Officer Commissioner Millburn made a motion to approve the agreement

Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded the motion. All voted aye.

Agreement #2018-113 Dane W Hanson

Agreement #2018-113 with Dane W. Hanson – Correctional Officer Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded

Agreement #2018-114 Brian S Larsen the motion. All voted aye.

Agreement #2018-114 with Brian S. Larsen - Correctional Officer

Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded the motion. All voted aye. Agreement #2018-115 with Jonathan S. Paskett - Correctional Officer Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded the motion. All voted aye. Agreement #2018-116 with Dallas M. Peters - Correctional Officer Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded the motion. All voted aye. Agreement #2018-117 Wyatt S. Shapiro - Correctional Officer Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded the motion. All voted aye. Agreement #2018-118 Benjamin W. Thorson – Correctional Officer Commissioner Millburn made a motion to approve the agreement. Commissioner Elliott seconded Commissioner the motion. All voted aye. Commissioner comments: Commissioner Smith acknowledged Rhett Nicks, Commissioner Millburn, Curtis Koch, and Brian McKenzie for all of their efforts during the legislative session. Commissioner Millburn acknowledged the state legislative staff, Curtis, Brian, and Rhett and all of their knowledge, expertise, and leadership they brought to the legislative session. He referenced SB 136 regarding transportation governance and how it may positively impact Davis County. Commissioner Elliott discussed a major topic presented while on his trip to Washington DC last week. The western state's major topics were the Opioid crisis and the legalization of marijuana. There was discussion of those related issues. He stated that it was good to talk to other Commissioners across the country and get their feedback and insight. No public comments Meeting adjourned at 11:07 am.

Chair

Agreement #2018-115 Jonathan S Paskett

Agreement

#2018-116 Dallas M Peters

Agreement

\$2018-117 Wyatt S Shapiro

Agreement

#2018-118 Benjamin W Thorson

comments

No public

comments

Clerk/Auditor